

Chief Programs Officer

Position Summary:

The Chief Programs Officer, under the guidance of the Executive Director, is responsible for developing, coordinating, and implementing program initiatives. All activities will support the organization's mission, culture, and strategic plan objectives. The CPO is responsible for oversight of the nutrition and agency relations departments.

Qualifications:

Individual should have educational background in food policy or nutrition; willingness and ability to successfully complete food safety certification training; demonstrated ability to work with and design public health nutrition education experiences for people of diverse ages, socio-economic status, and ethnic heritage; strong verbal and written communication skills; excellent interpersonal skills with ability to represent the agency and emergency food network needs; good organizational skills and demonstrated ability to work on a variety of tasks simultaneously; good computer skills; demonstrated ability to use good judgment and work independently; valid driver's license, clean driving record, and own transportation; available to work some evenings and weekends; ability to travel regionally, statewide and out-of-state occasionally; ability to work comfortably with diverse populations.

Requirements:

The Chief Programs Officer responsibilities will include:

- Employee's primary responsibilities will be to promote and elevate the public health platform of the Food Bank to external stakeholders;
- Collaborate with Supply Chain Department to assess donated and wholesale inventory;
- Assist in developing and creating strategic partners in healthcare and food policy industries;
- Conduct and facilitate the completion of all specific grants and initiatives of the NYS HPNAP and Just Say Yes to Fruits & Vegetables work plans;
- Monitor and evaluate benchmarks of the agency strategic plan, department work plan, and staff individual work plans;
- Implement nutrition resource services for partner agencies through education and technical assistance in nutrition, food safety, use of Food Bank products, and resource management;
- Coordinate with nutrition, health and other social service agencies to help meet the needs of the homeless and destitute and help decrease reliance on emergency food assistance;
- Develop and administer department annual budget and supervise all staff plans and operations to meet budget;
- Oversight of external budget requirements;
- Elevate food insecurity issues and participate in platforms that help move communities to food secure;
- Assist with the development of processes for landfill diversion and increased food sourcing access;



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- Provide oversight in the operation of Food Bank community services including Food \$en\$e, Nutrition Education initiatives, and Community Food Security;
- Oversight of the administration of the Just Say Yes to Fruits & Vegetables initiative including budget, nutrition education workshops, inventory of supplies and incentives;
- Maintain and further develop the working relationship with Dietetic Internship programs of local universities and colleges;
- Supervise daily operations of the Agency Relations and Nutrition departments.

Send resume and cover letter including salary requirements to:

Food Bank of Central New York
Attn: Human Resources
7066 Interstate Island Road
Syracuse NY, 13209

OR: hr@foodbankcny.org